DEC STD 071-6 Field Change Order Conventions and Processing - Field Service Logistics (FSL) Quality Management Office

DOCUMENT IDENTIFIER: A-DS-EL00071-06-0000 Rev A1, 08-Dec-1989

ABSTRACT: This section defines the quality requirements to be met by all FCO kits.

APPLICABILITY: This standard is mandatory and applies to all activities involved in the development, kitting, distribution, and consumption of FCO kits. This standard may be supported by policies and procedures from various functions. Such supporting documents do not replace this standard.

STATUS: APPROVED 08-Dec-1989; use VTX SMC for current status.

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1 INTRODUCTION

This section of this standard describes the specific duties required of the Field Service Logistics (FSL) Quality Management Office in implementing Field Change Orders (FCOs). It defines the quality requirements that must be met by all FCO kits.

This section applies to all activities involved in the development, kitting, distribution, and consumption of FCO kits.

2 GENERAL REQUIREMENTS

The list below provides the general requirements to be addressed by all parties in the development of an FCO kit.

a. FCO TRACEABILITY

All FCOs must have traceability to the Corporate Engineering Documentation files. FCOs that are not developed as a direct result of an Engineering Change Order (ECO) must either be included in the Engineering Documentation files or be formally released by a documentation ECO.

b. FCO REWORK VALIDATION

Validation of the FCO rework instructions must be performed by CSSE to assure that the defined rework instructions correct the deficiency.

c. FCO MANUSCRIPT VALIDATION

Validation of the FCO manuscript must be performed to assure that the corrective actions described provide the necessary solutions for all of the affected items and completely address and rectify the deficiency undergoing correction.

3 KITTING REQUIREMENTS

This list provides the requirements for parts that are included in the FCO kits. CSSE is responsible for assuring that these requirements have been met.

a. FCO KIT PIECE-PARTS

Active electronic loose piece-parts to be included in the FCO kit must be either pre-screened or burned-in to reduce the probability of infant mortality.

b. FCO KIT MODULES

Modules included in the FCO kit must be fully tested and either burned-in or repaired with pre-screened or burned-in components.

c. LABELING MATERIALS

Materials must be provided in the EQ kit to properly mark the revision of the item after completion of the FCO.

4 FCO KIT INSTALLATION REQUIREMENTS

This list provides the criteria to be followed through the installation phase of the FCO.

a. ELECTROSTATIC DISCHARGE (ESD) REQUIREMENTS

When handling electronic assemblies or components, proper ESD handling techniques must be followed throughout the performance of the FCO.

b. REVISION LEVEL MARKING

All revision level changes to the item(s), after FCO incorporation, must be clearly stated in the manuscript. Detailed marking directions must be provided.

c. WORKMANSHIP REQUIREMENTS

All FCO repair/rework performed must meet the requirements of EL-SM116-01, *Manufacturing Workmanship Standards Manual*.

APPENDIX A REFERENCED DOCUMENTS

A.1 EL-Class Digital Documents

EL-Class Number	Document Title
EL-SM116-01	*Manufacturing Workmanship Standards and Related Documents: Workmanship Standards - Volume 1*

Use VTX SMC to order copies of EL-class documents from Standards and Methods Control. Send distribution questions to JOKUR::SMC or call DTN: 234-4423.

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